

# Town of Francestown

Select Board  
Minutes of Meeting  
Monday, March 11, 2024

Select Board Members present: Chair Scot D Heath, George Ravalico, and Charles M. Pyle, III

Others present: Town Admin. Jamie Pike; Admin. Asst. Monica Harrington; Paul Lawrence, Laura Mafera, Kelly Marshall, David Gleason, Patrick Troy, Steve Chamberlain

Chairman Heath called the meeting to order at 5:30 pm.

## Town Meeting Prep

Paul Lawrence, Moderator spoke to the BOS about the Town Election tomorrow and Town Meeting this Saturday, March 16. Articles 12 and 18 will have movements to amend at Town Meeting. There was debate regarding potentially tabling Article 19.

## Public Hearing

### Transfer Station Fee Amendments

The changes are proposed to be effective April 1, 2024.

- Auto Tires up to 19" – From \$3.00 to \$6.00
- Truck Tires over 19" – From 16.00 to \$22.00
- Fluorescent Light Tubes – Formerly \$0.06/foot to 4' Tubes - \$1.00 & 8' Tubes - \$2.00
- Fluorescent Round or U-Tubes – From \$0.50 to \$1.00
- Propane Tanks 5# or greater - \$5.00
- Fire Extinguishers (Type ABC/BC Only) - \$5.00

A motion was made by Mr. Pyle adopt the amended fees for the Transfer Station and was seconded by Mr. Ravalico.

**Motion passes.**

## Consent Agenda

1. Check Manifest dated 03.12.2024
2. Donation Acceptance – Heritage Commission – T-Shirt Sales - \$20.00
3. Donation Acceptance – Thulander Museum Trust - \$40.00
4. Donation Acceptance – Recreation Trust – Coffeehouse- \$215.00
5. Capital Reserve Fund Withdrawal - \$245,508 – Highway Equipment – 2023 WA# 5

A motion was made by Mr. Ravalico to approve the Consent Agenda and was seconded by Mr. Pyle. **Motion passes.**

## New Business

A motion was made by Mr. Ravalico to approve the amended minutes from February 26 and March 4 and was seconded by Mr. Pyle. **Motion passes.**

A motion was made by Mr. Heath to approve the Driveway Permit for Map 6 Lot 7-3-1 and was seconded by Mr. Pyle. **Motion passes.**

### Old Business

The BOS signed the Electric Aggregation Plan and the Amended Sign Policy.

### Project Updates

AARP Challenge Grant Update – Mr. Pike submitted the grant application last Wednesday. The final budget was \$150,000. Grant awards will happen in Mid-May.

A grant from T-Mobile will be submitted by the end of March by Mr. Heath.

Reid Road Culvert Replacement – Construction will begin next Monday. The intersection between Greenfield Road and Reid Road will be closed for 4-6 weeks. Residents of Reid Road and S. Francestown Road (Greenfield) were notified by mail.

The Town received a letter from FEMA with an update of Flood Hazard Areas in Francestown. The Conservation Commission is reviewing it for any appeals.

A time line was created for the Transfer Station mercury incident should it be needed for discussion Saturday at Town Meeting.

Chair Heath recognized and thanked George Ravalico for his 3 years of service on the board. Today is his last BOS meeting. He thanked the Board and was grateful for the support of Francestown.

Being no further discussion, a motion was made by Mr. Ravalico and seconded by Mr. Pyle to adjourn the meeting at 6:14 pm. **Motion passes.**

Respectfully submitted,

Monica Harrington

# Town of Francestown

Select Board

Minutes of Meeting

Monday, March 18, 2024

Select Board Members present: Chair Scot D Heath, Charles M. Pyle, III, and Karen Fitzgerald

Others present: Town Admin. Jamie Pike; Admin. Asst. Monica Harrington; Gary Paige, Susan Kane

Chairman Heath called the meeting to order at 5:32 pm.

A motion was made by Mr. Pyle to appoint Mr. Heath as Chair of the Select Board and was seconded by Ms. Fitzgerald.

**Motion passes.**

Mr. Pyle volunteered to be the Select Board representative of the ConVal Selectmen's Advisory Committee.

Mr. Heath volunteered to be the Select Board Ex-officio for the Planning Board.

The BOS will need to participate in the new Feasibility Study Committee. Mr. Pike will draft a letter for the Board to the ConVal Superintendent and Mr. Heath will ask Mr. Ravalico if he would be willing to join the committee. Mr. Pike will ask Town Counsel if the BOS member has to be an active member.

Bid Awards

Highway Department – Gary Paige

2024 Asphalt Bids, Brox \$118/ton, Advanced \$92.10/ton

A motion was made by Mr. Pyle to approve the Advanced Bid at \$92.10/ton and was seconded by Ms. Fitzgerald.

**Motion passes.**

2024 1-Ton Replacement Bids– Gary Paige

2024 Ford F-550 \$60,396 (with stock tires) and 2024 Dodge RAM 5500 \$63,515 (w/ traction tires)

A motion was made by Mr. Heath to approve the Dodge Bid at \$63,515 and was seconded by Mr. Pyle. **Motion passes.**

Outfit the 1-Ton, HP Fairfield \$44,760

A motion was made by Mr. Heath to approve the HP Fairfield Bid of \$44,760, not to exceed, and was seconded by Mr. Pyle. **Motion passes.**

Police Station Repairs – Jamie Pike

Gutter Installation - \$4,199 Adam Vaillancourt Roofing

Carpet Replacement - \$3,750 Cardoza Flooring

A motion was made by Mr. Pyle to approve the Adam Vaillancourt Roofing \$4,100 & Cardoza Flooring \$3,750 bids and was seconded by Ms. Fitzgerald. **Motion passes.**

Police Cruiser Replacement - \$59,249.15 MHQ including transfer of equipment from present cruiser

A motion was made by Mr. Pyle to approve the MHQ Cruiser bid of \$59,249.15 and was seconded by Ms. Fitzgerald.

**Motion passes.**

Town Office Tree Removal - \$2,500 Andrew Grant's Tree Service – Ash tree at end of driveway and nearby cherry tree

A motion was made by Ms. Fitzgerald to approve the Andrew Grant's Tree Service \$2,500 bid and was seconded by Mr. Pyle. **Motion passes.**

### Consent Agenda

1. Check Manifest dated 03.19.2024
2. Driveway Permit – Map 3 Lot 41 – Rosswaag
3. Donation Acceptance - Coffeehouse Cash Donations - \$215
4. Grant Acceptance – Employee Wellness - \$500
5. MS-232 – Report of Appropriations Actually Voted

A motion was made by Mr. Pyle to approve the Consent Agenda and was seconded by Ms. Fitzgerald. **Motion passes.**

### New Business

PSNH v. Town of Frankestown – Mediation May 20-22 – The 2017, 2018, & 2019 cases are being heard. Mr. Pyle will be the Town Representative for the mediation. Mr. Pike will also attend.

Tree Removal at Hooper's triangle – About 20 years ago, Eversource directed the planting of 2 maple trees at Hooper's triangle. Now, Eversource wants to remove them due to the change in telephone poles and replace with flowering dogwood trees. BOS is in agreement with removal of maple trees and Ms. Fitzgerald may recommend a different species for planting.

A motion was made by Mr. Pyle to re-appointment Sue Jonas to the Zoning Board of Adjustment and was seconded by Ms. Fitzgerald. **Motion passes.**

A motion was made by Mr. Pyle to approve the appointments of Polly Freese and Meghan Hardwick as Alternates to the Cemetery Committee and was seconded by Ms. Fitzgerald. **Motion passes.**

### Ballot Counter Demonstrations – VotingWorks vs. Dominion

Mr. Pike recommends that demonstrations from both companies be provided to the Town via Public Forums and will schedule such.

### Charitable Tax Exemption – FIHS – Map/Lot: 5/86 (Rec Fields), 13/7 (FIHS Park) & 13/42 (Beehive)

A motion was made by Mr. Heath to approve the Charitable Tax Exemptions for Map and Lots 5/86, 13/7, and 13/42 and was seconded by Ms. Fitzgerald. **Motion passes.**

### Project Updates

Waste Disposal Commission is working on a new pamphlet with new Transfer Station Permit stickers which will go live on May 1<sup>st</sup>.

Trex Recycling Campaign Challenge – If the Town saves 1000# of plastic bags in 12 months, then it will receive a free Trex bench. The program will include 3 drop-off bins and it will be marketed soon.

Community Power – The Article 9 passed at Town Meeting, Mr. Levine and Mr. Pike will discuss steps to move forward.

Non-Public Session RSA 91-A:3, II(c) – A motion was made by Mr. Heath and seconded by Mr. Pyle to enter into a nonpublic session pursuant to RSA 91-A:3, II(c) at 6:20 pm. Heath, Aye; Pyle, Aye; Fitzgerald, Aye. **Motion passes.**

The Board discussed of the minutes from 01/29/2024.

No action taken

A motion was made by Mr. Pyle and seconded by Ms. Fitzgerald to exit the nonpublic session at 6:25 pm. **Motion passes unanimously.**

Being no further discussion, a motion was made by Mr. Heath and seconded by Mr. Pyle to adjourn the meeting at 6:26 pm. **Motion passes.**

Respectfully submitted,

Monica Harrington

DRAFT

# Town of Francestown

Select Board

Minutes of Meeting

Monday, March 25, 2024

Select Board Members present: Chair Scot D Heath, Charles M. Pyle, III, and Karen Fitzgerald

Others present: Town Admin. Jamie A Pike; Admin. Asst. Monica Harrington; Laura Mafera, Patrick Troy

Chairman Heath called the meeting to order at 5:30 pm.

## Discussion

ConVal Withdrawal Feasibility Study & Francestown Education Committee (FEC)

Laura Mafera, Chair of the Education Committee, decided with the BOS that the FEC will remain a non-affiliated resident committee. Ms. Mafera will provide the BOS a link to the FEC drive that will share the data collected up to this point. Mr. Pyle will be the BOS member on the Feasibility Study that ConVal will have to initiate. BOS to draft a letter to School Board Chair Mr. Dunning regarding withdrawal.

ConVal's attorney will be at the next School Board meeting, April 2<sup>nd</sup>, for the community to ask questions regarding withdrawal options.

## Consent Agenda

1. Check Manifest dated 03.26.2024
2. Capitol Reserve Withdrawal – Highway Equipment - \$63,987.00 – 1-ton
3. Capitol Reserve Withdrawal – Highway Equipment - \$1,179.38 – 10-wheeler
4. Current Use Application – May 8 Lot 119 – Henry Hardwick, III

A motion was made by Mr. Pyle to approve the Consent Agenda and was seconded by Ms. Fitzgerald. **Motion passes.**

## New Business

A motion was made by Mr. Heath to approve the Charitable Tax Exemption Application for the Francestown Village Water Company, Map 5 Lot 82-1 and was seconded by Ms. Fitzgerald. **Motion passes.**

2024 Employee COLA of 3.5% was approved by the BOS.

IT Service Contract – The Town is in contract with Twin Bridge Services through 12/31/2024. Umbrel Technologies met with Mr. Pike regarding their IT service options and offered a \$0 fee contract for 2024 and a pay contract for 2025. The Board denied the contract offer and will send out an RFP in the future for future IT services.

Finance Software – QuickBooks changing pricing structure this year, an additional \$6-8 K increase yearly. The BOS signed a letter appointing Mr. Pike the point of contact for QuickBooks to discuss current contract terms. MRI software is recommended by Twin Bridge Services as an alternative to QuickBooks.

## Project Updates

Tree Removal at Hooper's triangle – Last week the BOS approved Eversource cutting down and replacing the 2 maple trees at Hooper's triangle. Scott Carbee suggested that instead, the Town have those two 20-year-old maple trees professionally dug out of the ground and moved across the street to OMH and Veteran's Park. Faulker's Landscaping and

Nursery explained to Ms. Harrington the removal/replanting process. It is a 12-week progressive removal process with a cost of \$7-10K/tree. The root damage done to the established tree is extensive and in 25 years they have never had a tree that size and age successfully transplanted. The BOS appreciates Mr. Carbee's suggestion, but will stay with their previous decision.

Eversource will remove the tree at the end of the Town Offices driveway in lieu a town expenditure.

Tennis Courts – The lowest bidder will be requested to complete a site visit and provide a firm bid of the project. Ms. Harrington will ask Mr. Bitterli, RecCom Chair, his view on the matter.

AARP Grant – Town needs to look into workers provided we win the grant. Ms. Fitzgerald will reach out to Whitcomb excavation. Mr. Pike will speak to providers for project components.

Town Hall Kitchen – Sarah Pyle wanted to take on project, Mr. Pyle will follow up with her. The idea is to make it a potential disaster center with kitchen, generator, shower, etc.

Hazard Mitigation Meeting on April 4<sup>th</sup> at 7pm at the Fire Station

Non-Public Session RSA 91:A:3, II(a) – A motion was made by Mr. Pyle and seconded by Mr. Pyle to enter into a nonpublic session pursuant to RSA 91-A:3, II(a) at 6:28 pm. Heath, Aye; Pyle, Aye; Fitzgerald, Aye. **Motion passes.**

Mr. Pike updated the board on an ongoing personnel matter.

A motion was made by Mr. Heath and seconded by Mr. Pyle to exit the nonpublic session at 6:38 pm. **Motion passes unanimously.**

Being no further discussion, a motion was made by Mr. Heath and seconded by Mr. Pyle to adjourn the meeting at 6:39 pm. **Motion passes.**

Respectfully submitted,

Monica Harrington